

## ETEXT ATTACHMENT

[BEGIN TEXT]

February 6, 2002

02/06/2002 17 : 06

Thomas Maxwell III

Reports Analyst

Reports Analysis Division

Federal Election Commission

999 E Street, N.W.

Washington D.C. 20463 Re: CWA COPE POC FEC ID C00002089)

Amended June 2001 monthly report

Dear Mr. Maxwell:

This letter responds to your letter dated December 26, 2001, concerning itemized contributions disclosed on the Committee's June 2001 monthly report for which certain information such as occupation and employer were missing. The Committee does have a "best efforts" procedure for obtaining missing contributor information. When a report is being prepared, the Committee identifies contributors for whom needed information is missing. Since most of these contributors are contributing via payroll deduction, the Committee first checks its quorum cards (authorization cards) for the missing information. If the information is not contained on the quorum card, the Committee sends a letter to the contributor asking for the missing information and informing the contributor that the information must be provided under federal law. If the information is received, the Committee sends the information to the accounting department to be sure that it is entered into the data bank for contributors. If the information is not received in response to the first request, the Committee sends a second letter to the contributor within 30 days.

The Committee has sent a letter to the contributors for whom information is missing for the June monthly 2001 report. It will be filing an amendment to that report shortly containing the missing information. It will also amend its report to correct the use of "CSA" and "CSSA".

Sincerely,

Kathy Wagner

Assistant Director

CWA COPE POC

[END TEXT]